



Direct Deposit Fact Sheet

For your convenience, Frit Car, Inc. allows you to authorize the Payroll Department to deposit your pay directly to your personal checking or savings account. Anyone who has a savings or checking account with almost any bank or financial institution is eligible to participate.

Direct deposit of pay is accomplished using a highly reliable process known as electronic funds transfer. The process includes built-in safeguards to verify bank account information before any actual funds are transferred.

Advantages

All employees are encouraged to participate in Frit Car, Inc.'s direct deposit program. The advantages of participating are many and obvious:

- **Safety.** Direct deposit is virtually a risk-free transaction. By contrast, millions of paychecks are lost or stolen each year.
- **Convenience.** As a direct-deposit participant, you can avoid having to make a trip to the bank to deposit your paycheck.
- **Interest.** Direct deposit to an interest-bearing account puts your money to work earning interest more quickly than if you had to deposit a paycheck.

Authorization Procedure

To have your pay deposited directly to your checking or savings account, you must:

1. Complete and sign a direct deposit authorization agreement;
2. Attach a voided blank check or a deposit slip to the completed agreement; and
3. Submit the agreement to the Payroll Department.

Changes to Your Direct Deposit

When the following events occur, you usually need to complete a new authorization form to continue to participate in the direct deposit program.

As a participant in Frit Car, Inc.'s direct deposit program, you should notify the Payroll Department if:

- You plan to close your account;
- You want your pay sent to a different account; or
- Your bank is acquired by another financial institution.



Direct Deposit Authorization Form

- Frit Industries Pro Sol Frit Car Inc.
 Frit Incorporated Green Sol Chesapeake

- Change New

I would like to set up Direct Deposit of my payroll check. I understand that it will take ten to thirty days from the date of this authorization form for my Direct Deposit to take effect.

Name of Bank: _____

Location of Bank: _____

Bank Phone Number: _____

Name(s) on Account: _____

Routing Number: _____

Account Number: _____

- Checking Savings

Employee Name: _____

Social Security Number: _____

Signature: _____ Date: _____

Attached Voided Check Here